1		TITLE 56: LABOR AND EMPLOYMENT
2	CHAPT	ER III: DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY
3		
4		PART 2660
5	JOB TRA	INING AND ECONOMIC DEVELOPMENT GRANT PROGRAM (REPEALED)
6		
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8		
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38		
39	AUTHORI	ΓY: Implementing Section 605-415 of the Civil Administrative Code of Illinois [20
40		and authorized by Section 605-95 of the Civil Administrative Code of Illinois [20]
41	ILCS 605].	
42	j.	
43	SOURCE:	Emergency rule adopted at 21 Ill. Reg. 12256, effective August 25, 1997, for a

44 45	maximum of 150 days; adopted at 22 Ill. Reg. 1182, effective December 30, 1997; emergency amendment at 23 Ill. Reg. 12729, effective October 4, 1999, for a maximum of 150 days;
46	amended at 24 Ill. Reg. 2648, effective February 4, 2000; amended at 26 Ill. Reg. 11842,
47	effective July 18, 2002; repealed by emergency rulemaking at 45 Ill. Reg. 13049, effective
48	September 23, 2021; former Part repealed at 46 Ill. Reg and new Part adopted at 46 Ill.
49	
50	Reg, effective
51	SUBPART A: GENERAL REQUIREMENTS
52	
53 54	Section 2660.10 Purpose
55	Establish and avoing northerships between community based providers and local ampleyers to
56	Establish and expand partnerships between community-based providers and local employers to develop training programs for unemployed disadvantaged persons and train existing low skill,
57	low wage employees and newly hired disadvantaged persons to meet the skill needs of local
58	industry.
59	
60	Section 2660.20 Definitions
61	
62	Community-based Provider – A not-for-profit organization, with a local board of
63	directors, that directly provides job training services. The not-for-profit
64	organization must have a history of serving disadvantaged persons, including
65	welfare recipients.
66	
67	Department – The Department of Commerce and Community Affairs (DCCA).
68	
69	Director – The Director of the Department of Commerce and Community Affairs
70	·
71	Disadvantaged Person – An individual who:
72	
73	receives, or is a member of a family which receives, cash welfare
74	payments under a federal, State, or local welfare program;
75	
76	has, or is a member of a family which has, received a total family income
77	for the six month period prior to application for the program involved
78	(exclusive of unemployment compensation, child support payments, and
79	welfare payments) which, in relation to family size, was not the excess of
80	the higher of:
81	
82	the official poverty line (as defined by the Office of Management
83	and Budget, and revised annually in accordance with section
84	673(2) of the Omnibus Reconciliation Act of 1981 (442 USC
85	9902(2)); or
86	

87		70% of the lower living standard income level;
88		
89		is receiving (or has been determined, within the last six month period prior
90		to the application for the program involved, to receive) food stamps
91		pursuant to the Food Stamp Act of 1977;
92		
93		qualifies as a homeless persons under subsections (a) and (c) of section
94		103 of the Steward B. McKinney Homeless Assistance Act;
95		
96		is a foster child on behalf of whom State or local government payments
97		are made; or
98		
99		in cases permitted by the Secretary of the U.S. Department of Labor, is an
100		individual with a disability whose own income meets the requirements of
101		one of the first two subparagraphs of this definition, but who is a member
102		of a family whose income does not meet such requirements.
103		
104		Economic Development Organization – Includes local planning or community
105		development organizations and other local organizations and institutions
106		responsible for promoting or assisting in local economic development.
107		
108		Grantee – Any applicant for a grant under this program whose proposal is funded
109		by the Department.
110		
111		JTPA – The federal Job Training Partnership Act.
112		
113		Low Wage – An hourly wage (or equivalent), excluding fringe benefits, that is
114		equal to, or less than, 175% of the Federal Poverty Rate for a family of three.
115		
116		Secretary – Secretary of the U.S. Department of Labor.
117		Tueining Domeson A Community has admissible and one or many analysis
118		Training Partners – A Community-based provider and one or more employers
119 120		who have established training and placement linkages.
120	Section 2660	.30 Eligible Grant Applicants
121	Section 2000	.50 Engible Grant Applicants
123	An eligible ar	oplicant for a grant under the Job Training and Economic Development
124		on Grant Program shall be a community-based provider.
125	Demonstratio	or orange 170gram shan oo a community based provider.
126	Section 2660	.40 Administrative Requirements
127	Section 2000	10 Aummonum o requirements
128	a)	Audits – The Department reserves the right to conduct specific audits at any time
129	α,	during normal working hours of funds expended under Department grants.

- b) Monitoring The Department will ensure that periodic on– site grant monitoring visits are conducted by the Department during the course of the grant period. The Department shall verify that the Grantee's financial management system is structured to provide accurate, current, and complete disclosure of grant expenditures and that all expenditures are in accordance with all provisions, terms, and conditions contained in the grant agreement with the Department. The Department shall also verify that participant files are maintained and contain documentation sufficient to demonstrate that individuals receiving training were, at the time the training was provided, low wage workers, recently hired disadvantaged persons, or unemployed disadvantaged persons.
- c) Reporting The Grantee shall submit the following reports to the Department:
 - 1) within 45 days after the end of each quarter, a written description of achievements as compared to the planned scope of the work;
 - 2) within 45 days after each quarter, a summary of grant expenditures as compared to quarterly planned expenditures; and
 - 3) within 60 days after the end of the grant period, a final written evaluative report summarizing grant achievements, accompanied by all deliverable products as specified in the grant agreement.

The Department reserves the right to withhold any future year funding for non-compliance with these provisions.

- d) Grant Disbursements Disbursement of grant funds from the Department will be made in accordance with a schedule negotiated with the Grantee and included in the grant agreement. Such agreements shall provide for disbursement of all grant funds prior to the end of the fiscal year of appropriation, subject to a determination by the Department that satisfactory progress is being made by the Grantee to implement grant activities.
- e) Grant Close-out The Grantee shall be responsible for completing the grant close-out package which shall be provided by the Department and identifies the financial status of these grant funds. The Grantee, upon submission of the close-out package, or within 45 days after the expiration of the grant, whichever is first, shall refund to the Department any balance of funds which were unexpended or unobligated at the end of the grant period. In addition, the Grantee shall repay the Department for any funds determined by the Department to have been spent in violation of the grant agreement. If the grant should terminate for any reason, the close-out package shall be due within 45 days after the date of termination.

173			
174	f)		ntion – Grantees shall retain all records for a period of five years
175		-	piration date of the grant, or three years after the final resolution of a
176		grant related	audit, whichever is later.
177			
178	SUBP	ART B: IND	USTRY LINKED TRAINING FOR LOW WAGE WORKERS
179			
180	Section 2660	.110 Progran	n Goal
181			
182			ships between community-based providers and employers to train
183	_	_	e employees and newly hired disadvantaged persons to meet the skill
184	needs of loca	l industry and	increase the earnings of the workers.
185			
186	Section 2660	.120 Applica	tion Procedures
187			
188	a)	1 1	cation and Awards
189			upon the availability of funds, the Department shall initially issue a
190			Proposal (RFP) to interested community-based providers. The
191		-	shall advertise the availability of the RFP and maintain a bidders list
192			ty-based providers for this purpose. The Department shall review all
193			submitted in accordance with RFP instructions and make all grant
194		awards on a	competitive basis. The RFP shall include but is not limited to:
195			
196		1) a des	cription of the purpose of the grant program.
197		a ` 1 :	
198		2) a dis	cussion of activities and costs eligible for reimbursement.
199		2) (
200		3) a for	mat for preparation of grant applications including:
201		A >	1 ' 4' C41 ' 1 1 11
202		A)	a description of the community-based provider;
203		D)	a description of the neutronship consequent with level businesses.
204		B)	a description of the partnership agreement with local businesses;
205		C	a manustive description of the manuscripturing and around (in all disc
206		C)	a narrative description of the proposed training program (including
207			the targeted industries and occupations, the curriculum, and the
208 209			role of local employers in the delivery of training);
		D)	a description of the local ampleyers' role in assessing skill needs
210 211		D)	a description of the local employers' role in assessing skill needs, curriculum development, the provision of training and placement
211			
212			of program completers;
213 214		E)	the specific activities and costs proposed for grant reimbursement;
214		L)	the specific activities and costs proposed for grant remioursement,
-13			

216 217 218			F)	projected outcomes from grant activities including a description of deliverable products, the number of low wage and recently hired disadvantaged persons to be trained and the likely effect training
219				will have on their future earnings;
220 221			G)	a description of the qualifications of key personnel to be assigned
222			٥)	to the project;
223				
224			H)	a requested budget; and
225				
226			I)	supporting budget justification.
227				
228		4)	a sche	dule for the submittal, review, and selection of grant applicants for
229			fundir	ng.
230				
231	b)	Conti	nuation	Grants
232	,	Pursua	ant to 20	0 ILCS 605/46.19j(f), and contingent upon availability of funds, the
233				nay negotiate continuation grants for projects that were originally
234		-		procured and performed successfully. An application shall include
235		_	ot be lim	· · · · · · · · · · · · · · · · · · ·
236		0 670 110		
237		1)	a desc	ription of the purpose of the grant program.
238		1)	a aose	ription of the purpose of the grant program.
239		2)	a disci	ussion of activities and costs eligible for reimbursement.
240		2)	a arse	assion of activities and costs engine for remodiscinent.
241		3)	a form	nat for preparation of grant applications, including:
242		3)	u ioiii	action preparation of grant applications, merading.
243			A)	a description of the community-based provider;
244			11)	a description of the community based provider,
245			B)	a description of the partnership agreement with local businesses;
246			D)	a description of the partnership agreement with rocal businesses,
247			C)	a narrative description of the proposed training program (including
248			C)	the targeted industries and occupations, the curriculum, and the
249				role of local employers in the delivery of training);
250				fole of local employers in the derivery of training),
251			D)	a description of the local employers' role in assessing skill needs,
252			D)	curriculum development, the provision of training and placement
253 253				of program completers;
254				or program completers,
254 255			E)	the specific activities and costs proposed for grant reimbursement;
			E)	the specific activities and costs proposed for grant remibursement;
256 257			E)	projected outcomes from grant activities including a description of
257 258			F)	projected outcomes from grant activities, including a description of deliverable products and the number of low wage and recently
430				deriverable products and the number of low wage and recently

259 260			hired disadvantaged persons to be trained and the likely effect training will have on their future earnings;
261			
262 263		G)	a description of the qualifications of key personnel to be assigned to the project;
264			
265		H)	a requested budget;
266			
267		I)	supporting budget justification;
268			
269		J)	a detailed comparison of previous years' projected outcomes with
270			actual performance; and
271			
272		K)	a narrative description of the accomplishments under the projects
273			to be continued.
274		45	
275			chedule for the submittal and review of applications, and selection of
276		gra	ant applicants for funding.
277	Santian 2660	120 Allass	abla A atimitica
278	Section 2000	.130 Allow	able Activities
279 280	Grantage max	z undortoko (all reasonable and necessary activities required to:
280 281	Grantees may	undertake a	all reasonable and necessary activities required to:
282	a)	develop tr	aining curricula specific to the skill needs of specific employers
283	a)	-	e for low skilled, low wage employees and recently hired disadvantaged
284		persons;	e for fow skined, fow wage employees and recently fifted disadvantaged
285		persons,	
286	b)	provide in	dustry linked skill training to low wage employees and recently hired
287	0)	-	aged persons; and
288		aisaa vaiita	god persons, and
289	c)	work coon	eratively with local employers to evaluate and refine training programs
290	• ,		y hired disadvantaged persons and/or existing low wage workers that
291			the targeted industries meet skill shortages.
292			
293	Section 2660	.140 Allow	able Costs
294			
295	Allowable gra	ant costs inc	lude:
296	\mathcal{E}		
297	a)	expenses t	o design training curricula and related materials;
298		. r	
299	b)	expenses t	o provide industry linked skill training to low wage employees and
300	- /	-	red disadvantaged persons (e.g., instructor costs and curriculum
301		materials);	
		-//	

302		
303	c)	expenses for the ongoing evaluation and refinement of the curricula and related
304		materials;
305		
306	d)	expenses for ongoing coordination of the Training Partners; and
307		
308	e)	expenses incurred to meet grant administration requirements.
309		
310	Section 266	0.150 Employer Role
311		
312	The work pl	an must provide for:
313		
314	a)	involvement of local employers in identifying the specific skill needs;
315	•	
316	b)	involvement of local employers in planning the curricula;
317	,	
318	c)	use of instructional materials directly used by the employer in the targeted
319		industry;
320 321	4)	the employer to directly assist in the training activities (e.g., participate as
321 322	d)	instructors or use employer equipment and technology); and
323		instructors of use employer equipment and technology), and
324	e)	retention and promotion of workers, including recently hired disadvantaged
325	C)	persons, after receipt of training through the program.
326		persons, area receipt of training through the program.
327	Section 266	0.160 Participant Eligibility
328	5000001 200	
329	Eligible part	icipants for training under this program include:
330		
331	a)	existing low wage employees in the targeted industry; and
332	,	
333	b)	disadvantaged persons recently hired into jobs in the target industry.
334		
335	Section 266	0.170 Employer Eligibility
336		
337	Employers v	vith less than 250 full-time workers may participate in the Industry Linked Training
338	for Low Wa	ge Workers program.
339		
340	Section 266	0.180 Grant Selection Criteria
341		
342	The Departm	nent shall consider the following criteria in making funding decisions:
343		
344	a)	the performance of meeting the goals of the previous years' grant, including the

345		level of success in achieving employment, wage, and retention goals, shall be the
346		primary consideration in contract rewards and subsequent funding levels;
347		
348	b)	the experience of the community-based provider serving low wage, low skilled
349		workers and disadvantaged persons, including welfare recipients;
350		
351	c)	the level of participation of local employers in the Training Partnership and
352		proposed work plan;
353	1	
354	d)	the amount of matching funds (either cash or in-kind) provided by the local
355		employers;
356	,	
357	e)	the likelihood that training will result in increased earnings for program
358		participants;
359	•	de analista di ancienti di ancienti de di ancienti di ancienti
360	f)	the qualifications of personnel assigned to the proposed project;
361 362	~)	the quality of the managed granicale and valeted metanicles and
363	g)	the quality of the proposed curricula and related materials; and
364	h)	reasonableness of the proposed costs in relation to the number of low wage
365	11)	workers and disadvantaged persons to be trained.
366		workers and disadvantaged persons to be trained.
367		SUBPART C: INDUSTRY LINKED TRAINING FOR
368		UNEMPLOYED DISADVANTAGED PERSONS
369		CIVENII EO I ED DIDIND VIII VIII OED I ENSONO
370	Section 2660	.210 Program Goal
371		
372		expand partnerships between community-based providers, economic development
373	_	s, and local employers to develop training programs for unemployed disadvantaged
374	persons to me	eet the skill needs of local industry.
375	G	
376	Section 2660	.220 Application Procedures
377	,	
378	a)	Initial Applications and Awards
379		Contingent upon the availability of funds, the Department shall initially issue a
380		Request for Proposal (RFP) to interested community-based providers. The
381 382		Department shall advertise the availability of the RFP and maintain a bidders list
		of community-based providers for this purpose. The Department shall review all applications submitted in accordance with PEP instructions and make all ground
383		applications submitted in accordance with RFP instructions and make all grant
384 385		awards on a competitive basis. The RFP shall include but is not limited to:
386		1) a description of the grant program.
387		1) a description of the grant program.

388		2)	a disc	cussion of activities and costs eligible for reimbursement.
389				
390		3)	a forn	nat for preparation of grant applications including:
391				
392			A)	a description of the community-based provider;
393				
394			B)	a description of the partnership agreement with local businesses
395				and economic development organizations;
396				
397			C)	a narrative description of the proposed industry linked program to
398				be developed including identification of targeted industries and
399				occupations;
100				
101			D)	the specific activities and costs proposed for grant reimbursement;
102				
103			E)	projected outcomes from grant activities including a description of
104				deliverable products, the number of participants to be placed in
105				employment, and the average wage at placement;
106				
107			F)	a description of the qualifications of personnel to be assigned to
108				the project;
109				
110			G)	a requested budget; and
111				
112			H)	supporting budget justification.
113				
114		4)		edule for the submittal, review, and selection of grant applicants for
115			fundi	ng.
116				
117	b)			Grants
118				0 ILCS 605/46.19j(f), and contingent upon availability of funds, the
119		-		may negotiate continuation grants for projects that were originally
120			•	y procured and performed successfully. An application shall include
121		but no	ot be lin	nited to:
122				
123		1)	a desc	cription of the purpose of the grant program.
124				
125		2)	a disc	cussion of activities and costs eligible for reimbursement.
126				
127		3)	a form	nat for preparation of grant applications, including:
128				
129			A)	a description of the community-based provider;
130				

121			D)	description of the next continuous continuous and solid level bearings.
431 432			B)	a description of the partnership agreement with local businesses;
+32 133			C)	a narrative description of the proposed training program (including
+33 134			C)	the targeted industries and occupations, the curriculum, and the
+3 4 435				role of local employers in the delivery of training);
+35 136				Tole of local employers in the derivery of training),
+30 137			D)	the specific activities and costs proposed for grant reimbursement;
438			D)	the specific activities and costs proposed for grant reinfoursement,
139			E)	projected outcomes from grant activities, including a description of
140			L)	deliverable products and the number of low wage and recently
141				hired disadvantaged persons to be trained and the likely effect
142				training will have on their future earnings;
143				training with have on their rattice earnings,
144			F)	a description of the qualifications of key personnel to be assigned
145			- /	to the project;
146				to the project,
147			G)	a requested budget;
148			,	
149			H)	supporting budget justification;
450			ŕ	
451			I)	a detailed comparison of previous years' projected outcomes with
4 52				actual performance; and
453				
154			J)	a narrative description of the accomplishments under the projects
455				to be continued.
1 56				
457		4)	a sche	dule for the submittal and review of applications, and selection of
458			grant a	applicants for funding.
159				
460	Section 2660	.230 A	llowable	e Activities
461				
162	Grantees may	undert	ake all r	easonable and necessary activities required to:
163				
164	a)			ployment barriers of local residents who are unemployed
465		disadv	antaged	l persons;
166	1 \	,		
167	b)			tively with local economic development organizations to identify
468		the un	met skil	l needs of one or more local industries;
169 170	`	1		divides with local annularities for an discretification (1)
470 471	c)			tively with local employers from those industries to design and
471 472				g programs for disadvantaged persons that will assist the targeted
472 473		maust	ries in n	neeting skill shortages; and
173				

474	d)	placement of program completers into jobs in the targeted industries.
475	G 0.66	
476 477	Section 2660	0.240 Allowable Costs
478	Allowable gr	rant costs include:
479	,	
480	a)	expenses for the design and implementation of a needs assessment to determine
481		specific skill shortages being experienced by one or more local industries;
482 483	b)	avanages for the decign and implementation of a needs assessment to determine
484	b)	expenses for the design and implementation of a needs assessment to determine the education and training needs of disadvantaged persons relative to the skill
485		needs of local industries;
486		needs of focal fillustries,
487	c)	expenses for the design of curricula and related materials for training programs
488	C)	designed for disadvantaged persons to prepare them to meet identified skill labor
489		shortages;
490		shortages,
491	d)	expenses for the delivery of the industry linked training to unemployed persons
492	u)	and placement of program completers into jobs in the targeted industries;
493		and placement of program completers into jobs in the targeted industries,
494	e)	expenses for ongoing coordination of the Training Partners; and
495	Ο)	expenses for ongoing coordination of the Training Farthers, and
496	f)	expenses incurred to meet grant administration requirements.
497	,	T. T
498	Section 2660	0.250 Employer Role
499		
500	The curriculu	um and training plan must provide for:
501		
502	a)	involvement of local employers in identifying the specific skill needs;
503		
504	b)	involvement of local employers in planning the curricula;
505		
506	c)	use of instructional materials directly used by the employer in the targeted
507		industry;
508		
509	d)	the employer to directly assist in the training activities (e.g., participate as
510		instructors or use employer equipment and technology); and
511		
512	e)	placement of trainees who successfully complete training into jobs in the targeted
513		industries.
514	a	
515	Section 2660	0.260 Participant Eligibility
516		

517 518	Eligible participants for training under this program include unemployed disadvantaged persons.						
519	Section 2660	0.270 Grant Selection Criteria					
520							
521	The Departm	ent shall consider the following criteria in making funding decisions:					
522	-						
523	a)	the performance of meeting the goals of the previous years' grant, including the					
524		level of success in achieving employment, wage, and retention goals, shall be the					
525		primary consideration in contract rewards and subsequent funding levels;					
526							
527	b)	experience of the community-based provider serving disadvantaged persons,					
528		including welfare recipient;					
529							
530	c)	level of participation of local employers in the Training Partnership and proposed					
531		work plan;					
532	-						
533	d)	likelihood of placement of disadvantaged persons in the specific target					
534		occupations within the targeted industries and the average wage at placement;					
535							
536	e)	qualifications of personnel assigned to the proposed project;					
537	0						
538	f)	technical quality of the proposed work plan; and					
539	`	11 6.4 1					
540	g)	reasonableness of the proposed costs.					